

**Williams AFB  
Restoration Advisory Board  
Meeting Minutes**

1. Time and Date: 7:00 p.m., February 3, 2004
2. Place: Williams Gateway Airport Authority Administrative Building
3. Chair: Mr. Bill Lopp/AFCEE/Base Environmental Coordinator/Air Force Co-Chair  
Mr. Len Fuchs/RAB Community Co-Chair
4. Attendance (See Attachment 1.)
5. Mr. Bill Lopp called the meeting to order at 7:05 p.m.
6. The meeting consisted of the following topics:

a. **Introductions.** Mr. Lopp introduced EPA and state regulators in attendance. He then introduced Mr. Chris Morris, incoming Base Environmental Coordinator for the Williams AFB project. Mr. Lopp introduced Mr. Len Fuchs, Community Co-Chair, who then asked all RAB members to briefly reintroduce themselves.

b. **Meeting Minutes.** The RAB approved the August 2003 meeting minutes and received the November 2003 minutes for review. They will be considered for approval at the May 2004 RAB meeting. The RAB concurred with a suggestion that meeting minutes be presented in a more concise format in the future.

c. **Cleanup Update.** Mr. Lopp provided an update on various cleanup actions at Williams. Within the next several weeks, two plans covering work at ST-17, the former fuel storage area, will be available for RAB members to review. These plans cover the Soil Vapor Extraction System and the Thermal-Enhanced Extraction System. Additionally, RAB members will receive an overview/summary of the two plans at the next RAB meeting.

Mr. Lopp also discussed a number of ongoing projects that include monitoring at Landfill 4; monitoring the old base service station (Bldg. 760); monitoring ST-17, the former pesticide/paint storage area, and completing the Record of Decision (ROD) for that site. Additionally, the Air Force will be doing further investigation at Parcel N, east of the landfill, after the discovery of some spent .50-caliber shell casings and old storage drums.

Mr. Lopp said that other ongoing work includes a proposed plan for a ROD Amendment for Fire Training Area 2 in Operable Unit (OU) 3. He said they are also working on a ROD Amendment for the OU-6 area, which is the former pesticide/paint storage area.

**d. Property Transfer and LUC/IC Presentations.** Mr. Lopp and Mr. Terry Messenger, Booz Allen Hamilton, presented an overview of the property transfer process and Land Use Controls/Institutional Controls (LUCs/ICs). Mr. Lopp explained how property is categorized by its condition and suitability to transfer. Mr. Messenger discussed the Williams Land Use Management Plan that the team is currently developing, particularly the use of LUCs/ICs, which he defined as physical, legal, or administrative mechanisms used to restrict use or limit access to property, in order to keep exposure to potentially hazardous substances within permissible levels. Briefing slides are attached to these minutes (Attachment 2).

**e. Approval of Williams RAB Operating Guidelines.** Mr. Thom Schuett, RAB member, presented the revised RAB charter, which was developed by the charter subcommittee. RAB members voted to remove the second paragraph of section 2.2.2 and approved the guidelines.

**f. Web Site Demonstration.** Mr. Doug Karas (AFRPA) and Ms. Amber Cargile (Cargile Communications Consulting) demonstrated the initial version of the new Williams RAB Web site. Mr. Karas said the site will “go live” soon.

**g. Information Repository Update.** Mr. Lopp said that he’d had a computer failure that erased some of the data he’d collected on the Information Repository and that he would have a presentation at the next meeting.

**h. Review of Action /Agenda Items for Next Meeting.** The following action /agenda items were noted:

- Provide layman’s overview of work plans for ST-012 (Soil Vapor Extraction and Thermal-Enhanced Extraction Systems)
- Provide budget information for FY04 contracts as appropriate
- Provide draft Land Use Management Plan
- Provide update on Information Repository
- Get Williams RAB link on both Williams Gateway and Arizona State University East’s Web sites.

7. The meeting was adjourned at 9:20 p.m. The next Williams RAB meeting is scheduled for 7:00 p.m., May 4, 2004. Location to be determined.

8. A full transcript of this meeting is available in the administrative record or by request. Please contact Mr. Doug Karas, AFRPA Public Affairs at (210) 925-0217.

Attachments:  
RAB Attendance List  
Briefing Slides

## **Attendance**

### **Name**

### **Organization**

Mr. Bill Lopp	Air Force Center for Environmental Excellence (AFCEE) /Base Environmental Coordinator (BEC)
Mr. Len Fuchs	RAB Community Co-chair
Mr. Chris Morris	Air Force Real Property Agency (AFRPA)/Incoming BEC
Mr. Doug Karas	AFRPA
Mr. Mike Wolfram	U.S. Environmental Protection Agency, Region IX
Mr. Don Atkinson	Arizona Department of Environmental Quality
Mr. Dennis Orr	RAB Member
Mr. Mike Nosek	RAB Member
Mr. Jimmie Bell	RAB Member
Mr. Dick Fryhover	RAB Member
Mr. Joseph Snyder	RAB Member
Ms. Beverly Selvage	RAB Member
Ms. Kristen Van Arsdale	RAB Member
Mr. Thom Schuett	RAB Member
Ms. Gina Swartz	RAB Member
Mr. Mark Rico	RAB Member
Mr. Paul Hollar	RAB Member
Mr. Rick Collins	RAB Alternate
Mr. Tom Zuppan	RAB Member
Mr. Jim Holt	RAB Member
Mr. Matthew Harrison	RAB Member
Mr. Otto Sankey	RAB Member
Mr. Stan Lytle	Citizen
Mr. John Glass	AFRPA
Ms. Tracy McLoughlin	Booz Allen Hamilton
Mr. Terry Messenger	Booz Allen Hamilton
Ms. Amber Cargile	Cargile Communications Consulting
Mr. Rick Newill	BEM Systems